

## **HUMAN RESOURCES INVESTMENT COUNCIL**

### **Meeting Minutes**

**Thursday, June 12, 2003**

**Woodbury College**

**Members Present:** Tom Leever Chair, Jerry Brown, Frank Cioffi, Neil Gruber, Phil Hammerslough, Peter Kreisel, Stephen Marsh, John O'Kane, Jerry O'Reilly, Richard Palmisano, Tracy Huntington for James Rude, Fran Voigt, Tim Donovan, Bill Cormany for Anne Ginevan, Diane Dalmasse for Charles Smith, Charles Stander for David Larsen, Mike Quinn for Kevin Dorn, Carolyn Kehler for Donald Vickers, Ron Rabideau, Roy Vestrich, Senator Donald Collins, Hal Cohen, Cynthia Belliveau for Daniel Fogel.

**Staff Present:** Chip Evans, Executive Director, Suzanne Masland, Assistant Director and Denise Bergeron, Administrative Assistant

**HRIC Interested Parties Present:** Curtis Trousdale-Panurgy, Jane Faust-VITC, Bob Ware-DET William Kurtz-Office of Senator Jeffords, Paul Costello-VCRD, Patricia King-Addison County Business Education Partnership/Addison Chamber of Commerce, Diana Carminati-PATH, Rita Phelps-CAP,

Pixie Hankinson-VT Adult Learning, Lynne Cleveland-Office of Senator Leahy, Ann Bailey, VT DOE, Spike Wellman-NEK WIB, Deborah Shelden-Cyberskills/Vermont, Susan Palmer-Woodbury College.

### **WELCOME:**

Tom Leever, Chair, opened the meeting at 1:00pm and welcomed the members. Susan Palmer, Director of General Studies at Woodbury College also welcomed members and spoke briefly.

### **APPROVAL OF MINUTES:**

Tom Leever made a motion to accept the January 27, 2003 meeting minutes. Suzanne Masland noted that Jim Masland was listed as present but in fact was not. Tom Leever requested that Jim Masland's name be struck. Tom Leever made a second motion to accept the corrected minutes, which carried.

### **LEGISLATIVE UPDATE:**

- **Workforce Education and Training Fund (WET Fund)** - Tom Leever reported that the Department of Employment & Training would be ready in July to issue two requests for proposals. One request will seek larger program proposals, up to \$100,000. The other request for proposals would target smaller projects seeking up to \$10,000. These requests will go to DET for approval and a decision will be made within three weeks. These proposals will be funded from a total of \$370,000 in Workforce Education and Training Funds, which it was pointed out, are a line item in the budget this year, a step toward long term stability for the program which was previously funded on a "one time" basis.
- **Tech Center/Academy Construction** - Steve Marsh reported that due to disagreement on a suitable site/location for the new Tech Center/Academy the Legislature had to step in. The Legislature chose to dissolve the current Planning Board and create a new Board, which consists of ten members. The Legislature mandated that a new plan for a site be found by next January 2004. The HRIC members were informed that the NEK Workforce Investment Board has been asked to support the new planning Board and act as a consultant. John O'Kane stated that planning work is being done on a Tech Center for Chittenden County, which would offer experienced-based training and Adult Tech Ed training. Burlington and

Essex will combine their Tech Centers, which may become a magnet and some believe local High Schools could be adversely effected. This has been a concern but progress is being made and they continue to move forward. The idea is to move away from strictly classroom based programs and move towards experienced-based education and internships. The HRIC is on record as supporting the new Chittenden County Academy and will provide any assistance that may be needed.

- **Career & Tech Ed Study Implementation, Act 60 Revision Impacts** - Chuck Stander handed out a report titled, "Status of Implementing the Report to the Vermont Legislature On Career and Technical Education" written by the Vermont State Board of Education - June 2003. Discussion followed on these points.
  - Offer students two year degrees from a Tech Center
  - Tech Centers should be a site for post-secondary programs
  - Seamless program transitions secondary to postsecondary
  - Tech Centers diplomasGoals going into the next Legislative session:
  - Maintain and enhance Tech Centers governance options
  - Designate additional funds for program start-up and innovation
  - New funding structure: example - change to base amount for each student - block grant
  - Enhance WIB connection to Center planning processes and WIB funding
  - Capital funding for facilities (When Centers can show that businesses are willing to support funding Tech Centers the construction projects move forward)

Tom made the point that the level of participation by businesses needs to be cultivated and used more effectively in many regions.

**Health Care (H-128)** - Tom Leever explained that the Agency of Human Services is charged with long term Health Care planning in Vermont and the need to do an assessment of the workforce along with training programs and recruitment.

#### **The Workforce/Economic Development Connection:**

- Mike Quinn, Commissioner of the Department of Economic Development - Mike stated that he has been visiting businesses and employers to hear of their needs. The fact is businesses look at areas where they can hire qualified applicants. We are seeing globalization of the economy. Technology today is changing rapidly. Mike used as an example the changes in the banking world within the last five to ten years such as ATM's and on-line banking. He said that closer attention needs to be paid to companies outsourcing work. Mike commented that the department is very interested in supporting businesses where there is a substantial dollar value added.
- Regions are currently conducting studies to define what is needed in their area. Frank Cioffi pointed out that six Regional Development Planning Commissioners and Regional Chambers are working on Regional Economic Plans, and asked that businesses and people in a region to help guide us. He pointed to the need for a planning infrastructure.
- Mike said he wanted Vermont to thrive economically so our children will live here. He spoke of how Agriculture is a key business in this State, and explained that his Department has eleven employees and they work with everyone including the HRIC and the local WIB's in order to maintain a vital economy. Vermont has been portrayed in the past as a great vacation destination. The message may not be out there that Vermont has a skilled and

educated workforce. We all need to work together to get this message out. Mike stated that his concept is to advocate and market Vermont as a good place to conduct business. We need to know that if a business wanted to locate here and needed to hire one hundred and fifty workers that the region would have enough skilled employees. The O'Neil Report shows that a quality education system has become a key in a businesses decision to re-locate. Chip pointed out that the potential impact of skilled workers on the economy is the focus of the Council's Strategic Plan. The HRIC needs help now on how and where to focus our efforts. Mike suggested look at sectoral analysis of employer needs, and focus on math, science, and the ability to articulate ideas. These are key in any business.

- Vermont Training Program - The Department asked for \$435,000.00 and has retained \$400,000.00 for job training. Training had been primarily in manufacturing. Mike stressed that businesses need well-trained and well-educated workers

### **Overview of the Strategic Plan:**

Plan development process and future updates - Chip passed out a handout titled, "HRIC System Performance Indicators 2003 and stated that the HRIC began to work on the Strategic Plan a year ago. He commented that we want to develop the capacity of public systems that support the goals of 1, 2 and 3 articulated in the Plan.

Goal 1 Benefit individual Vermonters

Goal 2 Benefit Business/Private

Goal 3 Vermonters enjoy a good quality of life

Further work on the Goal Areas - Chip asked the meeting participants for their help in looking over the Activities section in their goal area. The Activities describe "WHAT" should be done. Today, we need your creative ideas in developing the "HOW", "WHO" and "WHEN". Chip explained to the group what goal they would be working with and the procedure. Chip stated that he would collate the results and use them to guide Plan implementation.

### **Agency Accountability Reports:**

Chip reported that the Executive Committee has decided to ask agencies to report on selected Strategic Plan Activities at each Council meeting. Today there will be reports on Activities 1.1 and 1.5

- **Activity 1.1** - Bob Ware passed around a handout titled, "HRIC Plan Activity Report June 12, 2003". His report was delivered in 4 parts:  
current status, opportunities and changes, next steps, measurements.  
Bob pointed out the need to form partnerships. Bob Clarke and Steve Gold formed WETC (Workforce Employment and Training Consortium). DET will take a lead on one coordinated Career Development Center system. The challenge is to communicate between agencies, establishing consistent protocols, introduce needs based assessments, and to, measure employer satisfaction. Bob pointed out that in the past we either had strong support or employers did not use the service at all. DET has totally rebuilt the Apprenticeship program, 80% of the Electricians and Plumbers are passing their exam on their first attempt, as compared to 25% before DET took the program over. DET has a small grant to work on a distance learning program for Apprenticeship. He pointed out that we cannot run an Apprenticeship program just on State Funds. It has to be Federally Funded as part of WIA (Workforce Investment Act). He said that Sherry Kaiman, from the office of Senator Jeffords has assisted us with some funding, but it has to be for new and innovative programs and cannot be used to sustain such a program.  
Bob described the partnership with the Department of Corrections - Dale Facility as most challenging at this time. The success rates are not very good but the work is essential.

Under new goals with the Department of Labor, this population (inmates), will not help with our goal accomplishment – they are too difficult to work with and success rates are too low. The Department of Labor says that if a State does not meet its goals then they will take some of the money back. This presents a challenge but the work needs to be done. The goal is to have Department of Employment & Training staff will meet with an inmate at the facility and put them right into a job upon release. Success requires wrap-around services to make an inmate successful on the job. DET is also doing a lot more work with people who have disabilities.

- **Activity 1.5** - Suzanne Masland began her report with a handout titled, "Sampling of Training Projects Responding to WIB Identified Employer Needs". This chart identifies critical training needs that employers brought to the WIBs. Suzanne proceeded to review and discuss the handout chart. Suzanne stated that she would have liked to add another column titled, "Funding Stream". The partnerships and funding streams were diverse. In one case, Vermont Technical College hooked up Vermont Interactive Television for participants in a remote region. She pointed out that the bottom line is training people for employers' needs. We also need to track what needs couldn't be met. Chip mentioned that he and Suzanne had received considerable data on employer needs for training programs. A need for over 30 training efforts in partnership with employers were identified. Most will not receive funding, but all could prepare unemployed/underemployed individuals for new jobs or promotions. Tom Leever asked that before Suzanne's last day of employment with the HRIC that she add a couple of columns to her handout chart. He suggested that she ask the WIBs and show them the value of the data.

Tom commented that this was Suzanne's last meeting as an employee of the Council. She was presented with a card and gift certificate and thanked by the members for her great support to the WIBs and contribution to the Council's work over the past two years. She will be missed by all.

Chip reminded members to fill out their HRIC meeting evaluation sheets and on the back to record what they liked or did not like about the group breakouts.

Tom Leever reminded the group of the upcoming Full Human Resources Investment Council meeting on Tuesday, October 28<sup>th</sup> with a dinner reception and the 7<sup>th</sup> Annual WIB Retreat on Wednesday, October 29, 2003. Both meetings are to be held at the Stoweflake Resort & Conference Center in Stowe, Vermont. Tom offered that HRIC will help with room rates as the meetings will be back to back.

William Kurtz, State Director with the office of Senator Jeffords noted that he heard of WIA markup. He extended an invitation for June 30, 2003 meeting on the WIA.

**Public Comment:** There was no public comment

**Adjournment:**

The meeting was adjourned at 4:30

